Kupu ‘Āina Corps
Crew Leader - Position Description
Program Duration – Early October - Mid December, 2020

The Kupu ‘Āina Corps program is a new initiative designed in response to the COVID-19 pandemic. This program provides temporary employment opportunities for individuals who are interested in exploring environmental and sustainability related work. Positions are available at conservation and agriculture-based host sites throughout the islands of Hawai‘i. Kupu’s extensive network of partner organizations and agencies are able to offer unique and exciting positions in various fields, including ornithology, botany, natural and aquatic resource management, marine biology, Hawaiian cultural studies, agricultural science and more!

The key objective of the program is to provide paid, career building employment opportunities for those who are furloughed, unemployed, or underemployed due to COVID-19. In addition to the financial compensation of $18.00 an hour, Crew Leaders participating in this program will gain invaluable experiences in ʻāina based industries, opportunities to receive field relevant certifications and healthcare.

POSITION OBJECTIVE

Crew Leaders (CL) are responsible for the overall safety and success of projects. CL’s organize and execute field projects; safely transport crews and will professionally communicate with host sites, Kupu Coordinators and Crew Members. The CL’s will need to ensure the completion of all project documentation under established deadlines and will be responsible for motivating, developing, and managing each of the members of their team. They will work alongside their members on field projects, and ensure that their crew is prepared for upcoming activities. The CL’s will be responsible for leading various conservation projects, which may include: trail construction & maintenance, exotic & invasive species removal, habitat restoration, fence construction, and distribution of pesticides/herbicides.

POSITION INFORMATION

The Kupu ‘Āina Corps has partnered with many host sites throughout the Hawaiian Islands, and as a result the day to day responsibilities vary from site to site. The ideal CL candidate will possess knowledge in one or more of the following:

- Hawaiian culture, language, and/or protocols in relation to the land, flora and fauna
- Natural Resource Management
- Botany, Nursery, Horticulture
• Wastewater Management
• Restricted Use Pesticides/Herbicides
• Carpentry
• Fencing

ADDITIONAL RESPONSIBILITIES

• On a weekly basis, CLs are required to check in with their program coordinator/manager, keep a record of the team’s progress and work efforts and ensure timesheets and other paperwork are turned in on time.
• Maintaining risk management protocols and situational awareness to ensure safe, well-supported experiences for members, complete injury/accident report documentation, as required.
• Maintain accurate program records, including completion of daily attendance rosters, gear checkout logs, and other reporting.
• CLs will participate in program activities with their teams Monday through Friday, generally from 7am-5pm, with the possibility of camping. CLs on the islands of Hawai‘i, Maui, and Kaua‘i may have more extensive camping requirements.
• The CL position may involve commitments outside of program activities, on the weekends, including communication with team members/Kupu staff, completing program-related paperwork, planning logistics for the upcoming work week.
• CL’s will adhere to Kupu’s Employee Policies.

BENEFITS

• $18.00 Per hour (Paid Bi-weekly)
• Medical Insurance (Full-time employees)
  • Opportunity to work in unique and beautiful locations
  • Approved program travel expenses paid will be reimbursed
• Valuable hands-on learning opportunities and awareness of environmental issues
• Opportunities to receive certifications in emerging fields.
• Opportunity to meet supervisors and potential future employers working within resource management and conservation realm
  • Opportunity to improve mentoring and leadership skills
• And most of all, an opportunity to protect Hawaii’s natural resources and make a positive impact in your community

KEY DATES

Mandatory orientation in early October, 2020 (virtual attendance available)
Employment will commence in Early October - Mid December, 2020

APPLICANT REQUIREMENTS

Age - Must be 21 years of age or older
Employment is contingent on satisfying employment eligibility verification requirements, reference checks of previous employers; and for certain positions, criminal history record checks (upon receiving a conditional job offer).
Previous Experience - Applicants must have previous experience in one or more of the following fields: education, conservation/environmental fieldwork, being a leader/supervisor/mentor.

Driver’s License – Duties for this role involve driving a vehicle to transport a crew in a company-provided van and/or truck. You must at all times hold a valid US driving licence.

Housing/Transportation - Applicants must have their own personal housing and transportation arrangements on-island for non-program time (nights and weekends).

Physical & Behavioral Requirements - Due to the nature of this program, the physical and behavioral demands described here are representative of those that must be met by the employee to successfully perform the essential functions of this job.

• Able to work extended hours on steep, rugged terrain, and/or under extreme hot and cold weather conditions
  • Able to hike long distances carrying a 20lbs backpack
• Able to lift 30+ lbs, and operate basic hand & power tools (machetes, shovels, picks, stringers, chainsaw etc.)
• Able to work and camp in remote locations with minimal facilities e. Able to work closely, interact according to Kupu’s core values and expectations, and camp with a small team for consecutive days and weeks

In addition, to these knowledge areas CL’s should be comfortable with the following:

• Managing a team of 4-6 crew members
• 4X4 Off-roading
• GPS Navigation
• Operating in rugged and sometimes remote environments, and be able to perform physically demanding work (see physical and behavioral requirements below*)

HOW TO APPLY

Complete the Online Application on our website at https://www.kupuhawaii.org/ainacorps/
Please read ALL instructions and answer questions to the best of your ability. Please provide your resume and contact information for two references.

GUIDELINES FOR REFERENCES

Professional sources such as coaches, bosses, teachers, groups you’ve volunteered with, church supervisors, or anyone who has known you for at least three months. References should not be immediate family members or close friends.

APPLICATION DEADLINE

Applications will remain open until all positions are filled, however we are making our initial selections throughout the month of August and encourage anyone interested to apply as soon as possible as spaces are limited.

COVID-19

We can save lives and stop COVID-19 if each of us does our part. Due to the unprecedented nature of this pandemic, Kupu will remain up to date state and local government recommendations and policies relating
to COVID-19. As part of the collective effort to combat this disease, participants will be required to adhere to Kupu’s policies and host sites’ social distancing protocols, and vehicle policies.

QUESTIONS?

Visit our Frequently Asked Questions (FAQ) on our website. STILL NEED HELP? Email us at opportunities@kupuhawaii.org